



(ESTABLISHED BY BUILDERS REGISTRATION, ETC ACT CAP B. 13 LFN 2004)

APPLICATION FORM FOR REGISTRATION AS REGISTERED BUILDER

CANDIDATE'S NAME: _____
(Surname First)

(Others)

TELEPHONE NUMBER(S): _____

E-MAIL ADDRESS: _____



(ESTABLISHED BY BUILDERS REGISTRATION, ETC ACT CAP B. 13 LFN 2004)

Contact Details:

NATIONAL HEADQUARTERS

Location: No. 5 Sultan Abubakar Sadiq Street, Hillside Estate (Former Ministry of Works Estate) Gwarinpa,-Abuja.

ZONAL OFFICES

North- West: Federal Secretariat, Katsina road Kano.

North – Central: Federal Secretariat, Jonah Jang Crescent, Markurdi.

North-East: Federal Secretariat, Yola road, Jimeta-Yola.

South –West: Eric Moore Towers Complex Bode Thomas Road, Adeniran Ogunsanya B/Stop, Surulere, Lagos.

Phone Fixed: 09 2919 032; +234 8113 897 370; Mobile: +234 8068249612; +234 8035986586;

Website: www.corbon.gov.ng

Email: corbonigeria@yahoo.com; registration@corbon.gov.ng; info@corbon.gov.ng

Applicants are advised to read the '**INSTRUCTIONS TO APPLICANTS**', before commencing the filling of the form and must return same to any of the above addresses.

INSTRUCTIONS TO APPLICANT

The followings are requirements for Registration as a fully Registered Builder:-

- A. The application Form and processing fee for a Nigerian is Thirty Thousand Naira (~~₦~~ 30,000.00) only.
- B. The application form and processing fee for Temporary Registration by foreigners is Fifty Thousand Naira (~~₦~~60, 000.00) only.

Payment shall be made ON-LINE via the REMITA Platform:-

 - a) **Log onto www.Remita.net and**
 - b) **Click on “ Pay a Federal Government Agency”**
 - c) **Then fill the displayed page to generate your RRR (Remita Retrieval Reference) Number.**
 - d) Follow the links to make your payment online. OR
 - e) Visit any bank branch with your RRR number to make payment.
- C. Where the Application Form is downloaded from CORBON website, Nigerian and Foreign Applicants shall pay Twenty Five ~~₦~~25, 000.00) and (~~₦~~65,000.00) Thousand Naira respectively.
- D. Evidence of payment can be sent by post, hand delivery or e-mail to corbonigeria@yahoo.com
- E. Attach all photocopies of academic certificates (WASCE, NECO, GCE O/L, OND, HND, B.Sc, M.Sc, etc).
- F. All Applicants shall be Corporate Members of NIOB (MNIQB) except otherwise exempted.
- G. Attach all photocopies of professional certificates – (e.g. MNIQB, etc)
- H. Attach all photocopies of Seminars, Workshops, etc of CORBON/NIOB organized events you must have attended in the past five years. (**This must not be less than 24 Units**).
- I. Two sponsors, who must be Registered Builders, shall endorse your application form as indicated on page 5.
- J. You shall obtain a CERTIFICATE OF EXPERIENCE from your Head of Department/Chief Executive. Where the **HOD** is not a Registered Builder, the CERTIFICATE must be endorsed by a Registered Builder/any Professional from the built –environment.
- K. Attach a copy each of Quality Management Plan or Health and Safety Management Plan plus Construction Programme of a project you must have interacted with.
- L. You shall swear to a DECLARATION on the application form as reflected on page 6.
- M. The photocopy of the receipt of purchase of application form and bank tellers for payment of processing fee must be attached to this form.

APPLICATION FORM FOR REGISTRATION AS A BUILDER

CATEGORIES: (Fully, Temporarily and Provisionally) Delete where not applicable
To be completed by persons applying for Registration under Builders Registration, etc.
Decree 45 of 1989/Act Cap B 13 LFN 2004

Affix your
photograph
(2 Nos.) and
your signature

PERSONAL DETAILS

SURNAME _____

OTHER NAMES _____

TITLE (MR., MRS., etc) _____

QUALIFICATIONS, etc. _____

PERMANENT ADDRESS _____

POSTAL ADDRESS _____

E-MAIL ADDRESS _____

TEL. Nos. _____

CURRENT EMPLOYMENT _____

DATE OF BIRTH _____

NATIONALITY _____

STATE OF ORGIN _____

LOCAL GOVERNMENT AREA _____

2.0 ACADEMIC RECORDS

(Information entered is to be substantiated by documentary evidences)

INSTITUTIONS ATTENDED	QUALIFICATIONS	DATES
2.1 Secondary School		
2.2 College of Technology/Polytechnic		
2.3 University		

3.0 PROFESSIONAL QUALIFICATIONS

(Information entered is to be substantiated by documentary evidences)

EXAMINATION/AWARDING INSTITUTIONS	QUALIFICATIONS	DATES

4.0 PRACTICAL EXPERIENCE(S)

(FULL DETAILS OF WORKS CARRIED OUT)

PERIOD	NAME AND ADDRESSES OF EMPLOYERS	RANK IN WHICH EMPLOYED	NATURE OF WORKS UNDERTAKEN

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5.0 SPONSORS:

Two sponsors who must be financial members shall have a minimum of THREE YEARS CORBON post Registration experience and are ethically liable for any false information contained herein.

PARTICULARS OF SPONSORS

FIRST SPONSOR

Full Names: _____

Address: _____

CORBON Registration No.: _____ Year of Registration _____

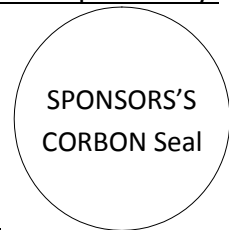
RECOMMENDATION

I _____ have known the Applicant

Mr./Mrs./Miss/Dr/Prof _____ for the period of _____

And I have read his/her complete application form for registration as a REGISTERED BUILDER.

It _____ is my candid _____ believe that the Applicant is practically and academically proficient for registration as a Builder in the Federal Republic of Nigeria. I have countersigned copies of his/her Certificates and passport photographs.



Signature: _____ Date: _____

SECOND SPONSOR

Full Names: _____

Address: _____

CORBON Registration No.: _____ Year of Registration _____

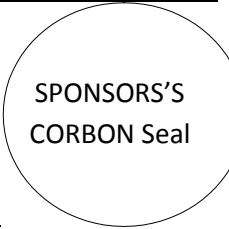
RECOMMENDATION

I _____ have known the Applicant

Mr./Mrs./Miss/Dr/Prof _____ for the period of _____

And I have read his/her complete application form for registration as a REGISTERED BUILDER.

It _____ is my candid _____ believe that the Applicant is practically and academically proficient for registration as a Builder in the Federal Republic of Nigeria. I have countersigned copies of his/her Certificates and passport photographs.



Signature: _____ Date: _____

SWORN DECLARATION

That I, the undersigned _____ hereby apply to have my name entered in the Register of the COUNCIL OF REGISTERED BUILDERS OF NIGERIA as Fully/Provisionally/Temporarily Registered Builder.

That I am presently employed as _____

That I shall continually and actively participate in Professional Development Programmes, Workshops, Seminars, etc, organized by NIOB or CORBON and that I shall also be an active member of NIOB Chapter in the State I am domiciled, if registered.

That I have not/have been convicted of any criminal offence either in Nigeria or in any Foreign Country.

That I shall always pay my CORBON Annual Practice Fee and/or other monies determined by Council before 31st March of each year, if registered.

That I hereby solemnly and sincerely declare that the foregoing statements are true in every respect and that I have read the Builders Registration Act and the Code of Conduct and understand that, if registered, I shall be bound thereby and by any amendment thereto, so long as my name remains in the COBRON Register of persons authorized to practice Building profession in Nigeria.

That if registered, I shall be liable for any professional misconduct and could be prosecuted, suspended or outright deregister, for offences adjudged by the Council to contravene any relevant laws of the Federal Republic of Nigeria.

And that I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths Law of 1973.

Declared at _____

By _____

Signature of Applicant

Before me _____

(Commissioner of Oaths, Magistrate)

Stamp or Seal of Court

This _____ day of _____

NOTE: Changes in CORBON Addresses do not in any way invalidate the Application Form

FOR OFFICIAL USE ONLY

CATEGORY OF REGISTRATION APPROVED.....

REGISTRAR'S SIGNATURE

DATE.....

DATE	DATE	INITIALS
1. Application form received		
2. Remittance fees received		
3. Application form acknowledged		
4. Application submitted to Registrar		
5. Recommendation to the Council		
6. Interview of Applicant		
7. Approval/Rejection by the Council		
8. Notification by Applicant		
9. Registration Number		
10. Registration Certificate issued		
11. Registration Stamp issued		
12. Published in the Gazette		
13. Seal issued		